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THOMAS HOPKINS  
EXECUTIVE DIRECTOR

Docket Number: \_\_\_\_\_  
(Staff Use Only)

**SIDEWALK/WALKWAY COMPLAINT FORM**  
**Section 22, 521 CMR**

**PLEASE BE ADVISED THAT THIS FORM IS A MATTER OF PUBLIC RECORD AND WILL BE DISCLOSED UPON REQUEST.**

1. List the name of the street/intersection believed to be in violation of the Rules and Regulations. Please give EXACT street locations. (Use separate forms for each street/intersection)

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_

2. In order for the Board to take action on the complaint, the following work must have been completed or in the process of being performed. Please check where appropriate:

\_\_\_\_\_ Sidewalks are currently under construction, repair, or reconstruction.

\_\_\_\_\_ Sidewalks have been repaired, reconstructed, or constructed on:

\_\_\_\_\_ between June 10, 1975 - August 31, 1996.

Approximate date: \_\_\_\_\_

\_\_\_\_\_ after September 1, 1996.

3. Please check the following items which you believe are in violation, and identify the location of the violation by the closest street address or telephone pole number:

\_\_\_\_\_ Width of walkway(s) is less than 48 inches, excluding curb stones. (Section 22.2)

\_\_\_\_\_ Unobstructed path of travel is less than 36 inches clear, excluding curbstones.  
(Section 22.2)

\_\_\_\_\_ Walkway has a slope greater than 1:20 (5%). (Section 22.3)

\_\_\_\_ Cross slope of walkway exceeds 1:50 (2%). (Section 22.3.1)

\_\_\_\_\_ Walkway has changes in level greater than ¼ inch. (Section 22.4)

\_\_\_\_\_ Sidewalk has pooling of water, accumulation of ice, or flow of water across the walkway. (Section 22.6)

\_\_\_\_\_ Grating located in the walkway surface has spaces greater than ½ inch wide in the direction of the flow of travel. (Section 22.7)

\_\_\_\_\_ Walkway crosses or joins a street, public way, driveway, or parking lot and does not blend to a common level with a slope no greater than 1:20 (5%) or a curb cut is not provided. (Section 22.8.1)

\_\_\_\_ Other (please specify): \_\_\_\_\_

4. Please include any other details you believe may be relevant. The Board's staff also recommends you include photographs of the violation if possible. (Please use additional sheets if necessary):

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

5. What was the most recent date you observed the violation? \_\_\_\_\_

6. Name and address of person/organization filing this complaint (if organization is filing, please provide the Board with the name of a contact person)(**required**):

Name: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_

6. Individual Signature (**required**): \_\_\_\_\_

Date: \_\_\_\_\_